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Drills and Exercises		

1. PURPOSE/SCOPE

The purpose of the Drills and Exercises Protocol is to coordinate and enhance the effectiveness of combined U.S. Coast Guard District Thirteen ("USCG") and Washington State Department of Ecology ("Ecology") resources devoted to the design and participation in facility drills and exercises. This protocol is expected to reaffirm each party's roles in the design and participation of drills and exercises.

2. AUTHORITY/REFERENCES

Memorandum of Agreement on Pollution Prevention and Response between the Commander, Thirteenth Coast Guard District and the state of Washington executed on June 26, 2007.
Section VI – Preparedness for Oil and Hazardous Substances Spills:

C. Drills and Exercises: Drills and exercises are required by both Parties to ensure the readiness and interoperability of pollution response organizations. It is the intention of the Parties to encourage coordination, participation, and cross-training in periodic drills and exercises to facilitate a better understanding of each Party's duties and responsibilities as well as to ensure a combined, effective, familiar working relationship during oil spill incidents.

1. The Parties agree to develop a protocol to govern the planning, scheduling, design, conduct, and evaluation of exercises through the Northwest Area Committee process. In this context, the Parties recognize the role of the USCG Contingencies and Exercises Office (CG-3RPE) as the focal point for exercise strategy for all elements of the National Response System in scheduling, designing, executing, evaluating, and providing feedback on all National Response System PREP exercises in conjunction with the appropriate RRT and Area Committees.

2. The Parties agree to make available, as time and resources permit, any published reports as required by OPA 90 and state statutes concerning evaluations of drills and recommended changes to the NCP and NWACP.

3. Parties agree as applicable to try to combine and coordinate drills and exercises to maximize the effectiveness of drills, and the use of personnel and resources.

Ecology

Statutes

RCW 90.56

RCW 88.46

Drills and Exercises

Regulations

WAC 173-180; WAC 173-182

Documents/Forms

Northwest Area Contingency Plan

Designing and Conducting Oil Spill Drills

Northwest Area Committee, Exercise Workgroup Drill Schedule

Request Form to Schedule Drills

USCG

Statutes

14 USC 141 Cooperation with Other Agencies

33 USC 1321 et seq (Federal Water Pollution Control Act, as amended, Section 311)

33 USC 2701 et seq (OPA 90)

14 USC 141

Regulations

33 CFR 154.1055

33 CFR 155.1060

Documents/Forms

Northwest Area Contingency Plan

Northwest Area Committee, Exercise Workgroup Drill Schedule

PACAREA Exercise Schedule

Coast Guard Standardized After Action Information and Lessons Learned System

PREP Guidelines August 2002

3. EFFECTIVE DATE/POINTS OF CONTACT

This protocol will become effective upon signature of both parties.

The following persons will serve as points of contact for questions concerning this protocol and its implementation:

Ecology

Preparedness Section Manager, Spills Program

Phone: 360-407-7447

Fax: 360-407-7288

Mailing Address: Washington Department of Ecology, Spills Program, P.O. Box 47600,
Olympia, WA 98504-7600

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USCG

Planning and Force Readiness

Phone: 206-220-7343

Fax: 206-220-7225

Mailing Address: Commander (dx), Thirteenth Coast Guard District, 915 Second Ave,
Room 3508, Seattle, WA 98174

4. POLICIES AND PROCEDURES

It is the policy of the USCG and Ecology:

- To coordinate the planning of drills and exercises, including unannounced drills for regulated facilities and vessels.
- To schedule drills and exercises on the Northwest Area Committee, Exercise Workgroup Drill Schedule and also notify USCG Headquarters (CG-3RPE) and Pacific Area Exercise Staff (Pcx).
- To coordinate on all unannounced drills to minimize the impact on industry.
- To work together on the design of drills and exercises, including unannounced drills, so they satisfy requirements of both the federal and state regulations.
- To jointly attend exercise development meetings, drills, and exercises, including unannounced drills, to provide consistency for industry.
- To work together to coordinate the evaluation of a facility or vessel management of a drill and/or exercise, including unannounced drills.
- To report any relevant feedback, lessons learned on all National Response System NPREP exercises to the appropriate RRT and Area Committees.
- To share information and reports that are required under OPA 90 and state statutes concerning the evaluation of drills and recommended changes to the NCP and NWACP.
- That documents will be shared pursuant to the Disclosure of Records protocol.

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Frequency of Communication

- The USCG District Office will notify USCG Headquarters (CG-3RPE) and PACAREA(Pcx) of all drills and exercises.
- Ecology and/or USCG will enter in lessons learned that impact the NWACP into the RRT/NWAC website comments section.
- Ecology's and USCG CGD13's drill coordinators will meet quarterly to discuss any drill/exercise issues.

USCG Task Detail

USCG CGD13 will oversee the following tasks:

- Provide a contact person for drill development meetings, drills, and exercises.
- Review the NWAC Exercise Workgroup Drill Schedule.
- Notify Ecology of any drills or exercises that are scheduled by the National Strike Force Coordination Center.
- Coordinate with appropriate Sector to provide a qualified FOSC for all worst-case drills, and other drills as feasible, when requested by Ecology.
- Coordinate with appropriate Sectors to participate in drills and exercises and provide feedback for evaluations that are required under state statute.
- Participate with appropriate Sectors in agency debriefs to discuss any drill or exercise issues.
- Ensure that personnel enter lessons learned that impact the NWACP in CG-Sails and RRT/NWAC website comments section

Ecology Task Detail

Ecology's drill coordinator will oversee the following tasks:

- Post all drills and exercises on the Department of Ecology's website.
- Send an updated drill calendar monthly to the USCG.

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- Host a pre-drill and exercise meeting to discuss any outstanding issues with a facility or a vessel and will invite the USCG and any other interested agencies.
- Sponsor an agency debrief to discuss any drill or exercise issues.
- Forward a copy of all drill evaluations to the USCG.
- Enter lessons learned that impact the NWACP in RRT/NWAC website comments section.

5. MEASURES OF EFFECTIVENESS

Partnership Measures

- Number of Drills/Exercises attended by each agency in comparison to those scheduled.

Environmental Protection Measures

- Percentage of scheduled exercises evaluated as successfully meeting agencies' overall drill and exercise objectives.
- Percentage of unannounced drills/exercises evaluated as successfully meeting agencies' overall drill and exercise objectives.

6. APPROVAL



W. T. DEVEREAUX
Captain, U. S. Coast Guard
Thirteenth Coast Guard District
Chief, Prevention Division



DALE JENSEN
Program Manager
Spill Prevention, Preparedness, and
Response Program
Washington Department of Ecology

DATE: 26 JUN 2007

DATE: 6-26-07

